

TIME REPORTING CODES

(TRC)

| TRC | Short Description | Long Description |
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| BLD | Blood Donation | Approved Blood Donation Leave |
| BRL | Bereavement Leave | Approved Leave for the Death of a Family Member |
| CDP | Charge Duty Diff @OT | Premium Differential Pay for Charge Duties (nurses) |
| CDS | Charge Duty Diff Str | Straight Differential Pay for Charge Duties (nurses) |
| CIH | Comp In-Lieu of HLN | Comp Time used (earned in lieu of holiday) |
| CMT | Comp Time Taken | Comp Time used (earned in lieu of overtime) |
| HLN | Holiday Pay Normal | Holiday taken on observed holiday |
| HLP | Holiday Extra Day Paid | Work on holiday or holiday falls on day off |
| HWC | Holiday Comp Time Earned | Comp Time Earned for working an observed holiday or holiday falls on day off |
| JDP | Jury Duty PD | Approved Leave for Jury Duty |
| PBT | Paid Break Time | Combining Paid Break with Unpaid Meal |
| PER | Personal | Personal Time (Must have available balance) |
| PLC | Professional Development | Approved Professional Development Leave |
| SIC | Sick | Sick Time (Must have available balance) |
| SIF | Sick in Family | Sick Time for Family Illness |
| VAC | Vacation | Vacation Time (Must have available balance) |

Please contact your Agency HR or Payroll Department with any questions on the use of these codes.